

## **AIM QUICK FIXES**

## Campus Instruction v. Campus Tools



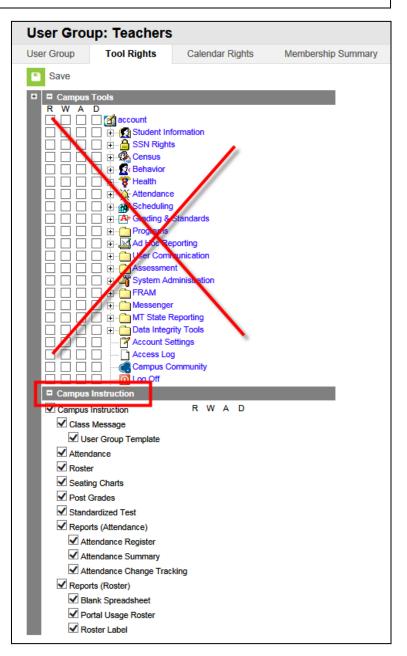
In a recent update, Infinite Campus moved their teacher tools to a new module, Campus Instruction. This guide will explain how to access the Instruction Module and toggle between Campus Tools and Campus Instruction.

Rights are given to users by assigning users to groups, so that individuals with like responsibilities have the same user rights.

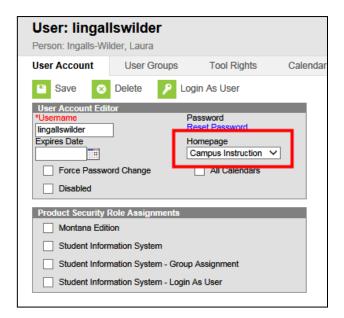
Groups are created with specific tool rights.

In the July 2015 Infinite Campus update, the tool rights for the teachers group were changed. Tool rights for teachers are now contained within a new module called Campus Instruction.

Rights for teachers are assigned using this module.





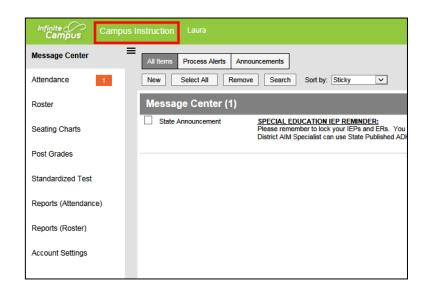


Further, when creating an account for a teacher, they may be assigned to the Instruction module. Assigning a teacher to the instruction module gives the teacher instant access to the tools they need for attendance and grades.

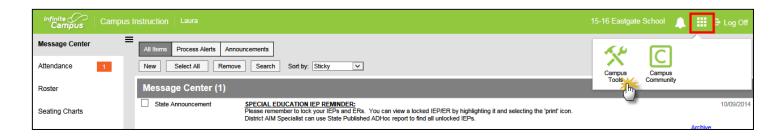
**NOTE:** Setting a teacher's homepage to *Campus Instruction* does not prevent them from accessing *Campus Tools*.

The key difference in the instruction module is that all the tools are available. There is nothing that needs to be expanded, as in Campus Tools.

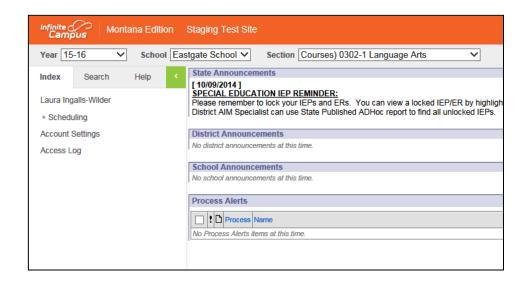
It is clearly indicated at the top of the page that the teacher is in the Campus Instruction module.



To switch to *Campus Tools*, click the nine square box at the top right of the screen and select *Campus Tools*.







It should be noted, however, that not **ALL** the tools available in *Campus Instruction* are available in *Campus Tools*. Most of the teacher tools are available **ONLY** in *Campus Instruction* (an exception would be a teacher that has rights to other functions, such as attendance, student locator, etc.).

